



**Board of Nursing Home Administrators  
Minutes  
May 6, 2005  
Department of Health  
Point Plaza East  
Room 141  
310 Israel Rd SE  
Tumwater, WA 98501  
10:00 a.m.**

**Board Members:** Lennette Watson, Chair, NHA  
Linda Batch, LPN  
Mely Davenport, RN  
Susan Quigley, NHA  
Mary Sue Gorski, ARNP  
Mary Ersek, RN  
Carol F. Hart, Public Member

**Assistant Attorney General:** Gail Yu, Assistant Attorney General

**Staff:** Kendra Pitzler, Program Manager  
Judy Young, Staff Attorney  
Janet McCaffrey, Program Assistant

**1. Opening—Lennette Watson, Chair**

- Call to Order
  - Meeting was called to order at 10:05 a.m.
- Introductions
  - All Board members and staff were introduced
- Order of Agenda
- Announcements
  - Board payroll issues had been identified and were being addressed
  - Fee reduction for licensed administrators effective July 1, 2005.

**2. Consent Agenda—DISCUSSION/ACTION**

**Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.**

- Approval of May 6<sup>th</sup>, 2005 agenda
- Approval of February 23<sup>rd</sup>, 2005 minutes
- Cancellation of May 20<sup>th</sup>, 2005 meeting

**Discussion/Action—The agenda and minutes were approved and it was moved and seconded that the meeting originally scheduled for May 20<sup>th</sup> be cancelled.**

**3. Discussion items - DISCUSSION/ACTION**

- Board Delegation – Updating delegation of certain Board activities to staff such as licensing functions, signature authority for disciplinary documents, etc.

**Discussion/Action - The Board was presented with the appropriate paperwork to delegate tasks to staff. Delegation forms were completed for the Brief Adjudicative Proceeding Officer,**

**Executive Director, Assistant Director, Program Manager, and Administrative Assistant. Copies of the delegation forms will be kept on file with the program manager until updated, revoked or rescinded. It was moved and seconded that certain tasks be delegated to program staff.**

- Non-compliance pilot project.

**Action/Discussion - An outline of non-compliance project procedures and anticipated roll-out dates was presented to the Board for review. The Board adopted this new policy and delegated to a health law judge.**

**4. Executive Session if needed**

- The Board went into closed session at 10:38 a.m.

**5. Closing**

- Meeting was adjourned at 11:00 a.m.

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